

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Minutes of the Governing Body Meeting held on Tuesday 9 April 2019
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

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| Attendees ~ | |
| Dr S Reehana | Chair |
| Clinical | |
| Dr Asghar | Board Member |
| Dr D Bush | Board Member |
| Dr R Gulati | Board Member |
| Dr M Kainth | Board Member |
| Dr J Parkes | Board Member |
| Dr R Rajcholan | Board Member |
| Management | |
| Mr T Gallagher | Chief Finance Officer – Walsall/Wolverhampton |
| Mr J Green | Joint Chief Finance Officer for Sandwell/Wolverhampton CCG |
| Mr M Hastings | Director of Operations |
| Dr H Hibbs | Chief Officer |
| Mr S Marshall | Director of Strategy and Transformation |
| Ms S Roberts | Chief Nurse Director of Quality |
| Lay Members/Consultant | |
| Mr P Price | Lay Member |

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| In Attendance | |
| Ms H Cook | Engagement, Communications and Engagement Manager |
| Ms S Fellows | Mental Health Commissioning Manager |
| Ms K Garbutt | Business Operations Officer |
| Mr P McKenzie | Corporate Operations Manager |

Apologies for absence

Apologies were received from Mr J Oatridge, Mr J Denley, Mr D Watts, Ms H Ryan and Mr L Trigg.

Declarations of Interest

WCCG.2327 There were no declarations of interest declared.

RESOLVED: That the above is noted.

Mr James Green introduced himself to the Governing Body as Joint Chief Finance Officer for Sandwell and West Birmingham Clinical Commissioning Group (CCG) and Wolverhampton CCG.

Minutes of the meeting of the Wolverhampton Clinical Commissioning Group Governing

WCCG.2328 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group (WCCG) Governing Body meeting held on the 26 March 2019 be approved as a correct record.

Matters arising from the Minutes

WCCG.2329 There were no matters arising.

RESOLVED: That the above is noted.

Committee Action Points

WCCG.2330 **WCCG. 2279 Quality and Safety – Mortality Plan**

Ms S Roberts confirmed Dr Jonathan Odum from the Royal Wolverhampton Trust will be carrying out a presentation at the Private Governing Meeting today.

RESOLVED: That the above is noted.

Chief Officer Report

WCCG.2331 Dr H Hibbs presented the report. She highlighted the System change NHS England (NHSE) / NHS Improvement (NHSI). The new Regional Director for the West Midlands region is Dale Bywater and he started on the 1 April 2019. In effect they are now a single organisation which means a more integrated way of working.

The Sustainability and Transformation Plan (STP) continues to work to develop as a system to enable it to move to become an Integrated Care System from 2021.

Dr Hibbs pointed out GP Networks. We continue to strengthen service delivery in Primary Care, the formation of Primary Care networks is actively underway. Applications from groups of practices to formalise their

groups as Primary Care networks will be agreed around the middle of May 2019. A GP members meeting has taken place to discuss the networks and good progress is being made.

The CCG's end of year assurance meeting took place on the 27 March 2019. The outcome of this will be subject to regional and national moderation and we will not know our rating until later in the summer.

RESOLVED: That the above is noted.

Ms S Fellows arrived

Better Care Fund (BCF) Plan

WCCG.2332

Mr S Marshall gave an overview of the report. This report requests that in the event of publication of the planning guidance and a submission date that does not align to Wolverhampton CCG or Health and Wellbeing Board meetings that delegated authority for approval be given to Dr Salma Reehana, Governing Body Chair on behalf of WCCG and Cllr R Lawrence (or Deputy), chair of Health and Well Being Board on behalf of the Health and Well Being Board.

Financial and resource implications will be defined within the local plan. The content of the Pooled budget is currently being considered and will be agreed by Directors of Finance from both WCCG and City of Wolverhampton Council before submission of the plan. Mr McKenzie highlighted that the joint commissioning arrangements for the BCF were supported by a Section 75 agreement with the City of Wolverhampton which was due to be amended in line with the agreed plan. It was noted that delegated authority would be given to the Chief Officer to sign off the consequent Deed of Variation on behalf of the CCG.

RESOLVED:

- (a) That delegated authority be given to the Chair to sign off the Better Care Fund plan on behalf of the CCG in the event the deadline for sign off meant it could not be brought to a Governing Body meeting for approval.
- (b) That delegate authority be given to the Chief Officer to sign off the amendment to the Section 75 agreement with the City of Wolverhampton Council.

Dementia Strategy

WCCG.2333

Ms S Fellows gave an overview of the report. She highlighted the Joint Dementia Strategy 2019-2024 included with the report. Mr Marshall stated that the component of supporting role assumes a degree of service transformation and change and asked how this will be shared. Ms Fellows stated that this will be taken to the Better Care Fund, this group will develop the Implementation Plan. It will then be shared with the Commissioning Committee and then the Governing Body.

Dr Hibbs added that the Joint Strategic Needs Assessment (JSNA) is interesting and we appear to be an outlier. We are unsure whether this is a coding or actual issue. Discussions took place at the Integrated Care Alliance this week regarding frailty and end of life care. These need to be included in the Implementation Plan. Ms Fellows supported this and the importance of diverting people from hospital care and provide better care within their homes.

Ms Roberts pointed out care homes in relation to mortality and how we align through social prescribing the wider elements of care.

Dr Asghar arrived

Mr Price asked when this will come back to the Governing Body. Ms Fellows stated in approximately 2-3 months' time. She also reported that the estimated prevalence rate may not change again as she assumed that a stretched target was set. We need to focus on an advanced care plan. Dr J Parkes suggested dementia patients are seen within care homes or home in order to avoid hospital admissions.

Ms S Fellows left

Commissioning Committee

WCCG.2334

Dr Kainth presented the report. He pointed out that the CCG is investing additional funding in the Improving Access to Psychological Therapies (IAPT) service to ensure delivery of the Access and Recovery targets. Black Country Partnership Foundation Trust (BCPFT) is currently in the process of recruiting additional staff and sourcing training.

Dr Kainth stated that work continued on a Dermatology project to re-procure services which involves movement of some activity out of Royal Wolverhampton Trust (RWT). We are now awaiting a formal response from RWT.

The CCG has received a contract extension proposal from West Midlands Ambulance Service (WMAS) which requests a significant increase in funding. A 6 month extension has been requested.

RESOLVED: That the above is noted.

Quality and Safety Committee

WCCG.2335

Ms S Roberts presented the report. She highlighted the key points. Cancer performance for 104 and 62 day waits is below expected target. This may impact on the quality and safety of care provided to patients. A lot of work has been carried out at RWT and meetings have taken place with the cancer managers to look at capacity.

Dr Reehana asked if the problem with cancer targets was associated with workforce. Ms Roberts confirmed plans are in place to improve workforce. Increased working hours are already being carried out. Dr Reehana expressed concern that this has been going on for a while.

Ms Roberts stated that RWT is currently reporting the highest Standardised Hospital Mortality index in the country. She added that Dr Jonathan Odum, Medical Director at RWT, will be attending the Private Governing Body meeting today to give a presentation on mortality. An independent review was carried out last month.

Ms Roberts pointed out concerns around the pathways relating to Sepsis. She added Dr Ron Daniels from UK Sepsis Trust gave a presentation to a GP event, Together Everyone Achieves More in Wolverhampton (Team W) in March 2019 which was very well received. She pointed out quality concerns regarding Probert Court providing discharge to access provision. This could potentially impact on the quality and safety of care provided and also on the urgent care system within Wolverhampton. Ms Roberts stated that RWT state this is about demand. Mr Hastings added that staff do not want to work on a Sunday. Ms Roberts stated that the next steps we have looked at is to outsource capacity, this will be our third round of carrying this out. Mr Hastings confirmed that there is a recovery action plan included at the Private Governing Body meeting today.

Dr Hibbs pointed out that serious incidents and Never events have reduced which shows continued focus on an area can make a difference.

RESOLVED: That the above is noted.

Finance and Performance Committee

WCCG.2336 Mr T Gallagher presented the reports focusing on the report for the period ended March 2019. He referred to the finance position table on page 85. The CCG are currently closing the year end and we are aiming to meet our controlled total.

The CCG is reporting an underspend of £970k within delegated Primary Care) as claims from practices have now all been reconciled. In terms of Quality, Innovation, Productivity and Prevention (QIPP) the CCG is reporting achieving its target of £13.948m.

Dr Hibbs stated as NHS England and NHS Improvement are now working as one organisation they are looking at systems in a different way wishing to see financial balance across the system including providers and commissioners. The Governing Body will be kept informed of the progress.

Mr Gallagher referred to the table relating to performance on page 95 of the report. He pointed out that the Referral to Treatment (RTT) waiting times. RWT are not meeting either the national target or the agreed target with NHS Improvement. It is unlikely that the target will be achieved at the year end.

RESOLVED: That the above is noted.

Remuneration Committee

WCCG.2337 Mr P Price presented the report. He pointed out that Human Resources (HR) Support Arrangements are now in place in house having migrated from the current service provided by Arden and Gem Commissioning Support Unit. These arrangements will be supported by network working across the HR functions of the Black Country CCGs to provide resilience.

RESOLVED: That the above is noted.

Audit and Governance Committee

WCCG.2338 Mr Price gave a brief overview of the report. He pointed out that the outcome of the audit review of Safeguarding arrangements within the CCG was extremely positive with only one low risk finding.

Mr Price added that the final accounts for month 9. There had been 2 new standards and the CCG was on track to submit the accounts on the 29 May 2019.

RESOLVED: That the above is noted

Primary Care Commissioning

WCCG.2339 Ms S McKie gave a brief presentation of the report. She pointed out that a revised service specification for an enhanced service for minor surgery which had previously been commissioned by NHS England as a Directed Enhanced Service and would now be commissioned as a Local Enhanced Service by CCG. The Committee noted that, due to the urgency, the decision relating to this report had been taken virtually and that the service specification had been agreed.

RESOLVED: That the above is noted

Mr P Price left

Communication and Engagement update

WCCG.2340 Ms McKie presented the report. She pointed out that attendance at the Patient Participation Group (PPG)/Citizen Forum meeting remained low. The meetings are bi-monthly however a decision has been made that the last meeting was the last. Everybody who attended this meeting has been written to. There are hub meetings which are quarterly and we are looking at reinvigorating these and also the citizen's forum.

With regard to the citizens forum we will write out and ask people what they would like from the CCG at these meetings. The hubs are well attended by Practice Managers and GPs. However the Vertical Integration (VI) Hub has not done so well and a few of the meetings have been cancelled. Dr J Parkes agreed to support Ms McKie with this.

Dr Reehana asked how we are going to engage with people who do not speak English. Ms McKie would like to set up an event inviting people from the P3 Charity, Housing Association, and Fixed travelling site, Refugee and Migrant centres to ascertain their views why they do not attend these meetings.

RESOLVED: That the above is noted.

Annual Equality Report

WCCG.2341 RESOLVED: That the above report is noted.

Minutes of the Quality and Safety Committee

WCCG.2342 RESOLVED: That the above minutes are noted.

Minutes of the Finance and Performance Committee

WCCG.2343 RESOLVED: That the above minutes are noted

Minutes of the Primary Care Commissioning Committee

WCCG.2344 RESOLVED: That the above minutes are noted

Minutes of the Commissioning Committee

WCCG.2345 RESOLVED: That the above minutes are noted

Minutes of the Audit and Governance Committee

WCCG.2346 RESOLVED: That the above minutes are noted

Black Country and West Birmingham Joint Commissioning Committee Minutes

WCCG.2347 RESOLVED: That the above minutes are noted

Minutes of the Health and Wellbeing Board

WCCG.2348 RESOLVED: That the above minutes are noted

Any Other Business

WCCG.2349 RESOLVED: That the above is noted.

Members of the Public/Press to address any questions to the Governing Board

WCCG.2350 A member of the public from National Express would like a point of contact in order to widen the reach to GP practices. Mr Marshall stated that work is currently taking place with Mental Health Community Services for people to access self-help, craft, woodworking etc who require a personal health budget. He would be happy to liaise with him after the meeting and will put him in touch with a colleague to discuss the possibility of bus passes.

RESOLVED: That the above is noted.

Date of Next Meeting

WCCG.2351 The Board noted that the next meeting was due to be held on **Tuesday 14 May 2019** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 2.35 pm

Chair.....

Date

DRAFT